

**OFFICE OF THE HEALTHCARE ADVOCATE  
DIVISION OF HEALTHCARE INNOVATION  
STATE INNOVATION MODEL PROGRAM MANAGEMENT OFFICE  
JOB OPPORTUNITY**

**DURATIONAL PROJECT MANAGEMENT SUPPORT SPECIALIST**

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

**Open To:** The Public

**Location:** 450 Capital Avenue, Hartford, CT

**Job Posting No:** 112497

**Hours:** Full-time- 40 hours per week

**Salary:** salary range for this class will be \$41,200 -\$81,800 commensurate with experience and total scope of the project.

**Closing Date:** September 25, 2015

In the Office of Healthcare Advocate, State Innovation Model (SIM) Unit is recruiting for a Durational Project Support Specialist position to develop and install process designed to strategically manage the project of healthcare innovation and reform to improve population health, healthcare delivery and affordability by reducing healthcare costs. This position reports to the Director of State Healthcare Innovation.

This position is durational, funded through a federal grant, and established for a period of up to two (2) years.

**Knowledge, Skills and Abilities:**

Considerable knowledge of project management including planning, executing, monitoring and control and closing; considerable knowledge of relevant state and federal laws, statutes and regulations; knowledge of State innovation models and health reform efforts; knowledge of and ability to apply management principles and techniques; knowledge of legislative policy process; considerable oral and written communication skills; interpersonal skills; considerable ability to use software application tools to track, monitor and report on project progress; ability to analyze and synthesize technical information; ability to present technical information to a variety of audiences.

**Preferred Skills:**

Individuals with training in project management or a project management credential such as Project Management Professional (PMP)® or Certified Associate in Project Management (CAPM)®.

The appointment to this job class is in accordance with Section 5-198(14) and 5-270(g) of the Connecticut General Statutes.

**Application Instructions:** Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and a fully completed Application for Employment (Form CT-HR-12) which is available at: [http://das.ct.gov/HR/Forms/CT-HR-12\\_Application.pdf](http://das.ct.gov/HR/Forms/CT-HR-12_Application.pdf).) State Employees to submit copies of their last two (2) service ratings or Performance Assessment and Recognition System (PARS). Non-State employees to provide three (3) Supervisory references.

**Incomplete application packages will not be considered. We are unable to confirm receipt of applications. Please send application package by the closing date noted above to:**

Carmen Rivera, Human Resources Assistant  
P.O. Box 816  
Hartford, CT 06142-0816

Your application package may also be dropped off between the hours of 8:30 a.m. and 4:30 p.m. on business days at the Connecticut Insurance Department located at 153 Market Street, 7<sup>th</sup> Floor, Hartford, CT.

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.

